

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

DEPUTY STATE PUBLIC DEFENDER

Office of the State Public Defender
Testing Unit
801 K Street, Suite 1100
Sacramento, CA 95814
(916) 322-2676

OPEN SPOT EXAMINATION

This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

SPOT ELIGIBILITY

Indicate in Block No. 1 on your application the area where you wish to establish eligibility. Candidates may only establish eligibility in one spot.

SACRAMENTO	10196VI
SAN FRANCISCO	10197VI

HOW TO APPLY

APPLICATIONS (STD. 678) WILL BE ACCEPTED ON A CONTINUOUS BASIS. The requested examination material (see Examination Information) will be scored on a periodic basis.

Applications may be filed in person or by mail with:
Office of the State Public Defender
Testing Unit
801 K Street, Suite 1100
Sacramento, CA 95814

(See General Information on where to obtain an application.)

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.

SALARY RANGE:

Range A	\$ 5638 - 6818
Range B	\$ 6347 - 7828
Range C	\$ 7682 - 9478

The salary used for appointment is based upon specified alternate range criteria, length of legal experience and criminal law background.

ELIGIBLE LIST INFORMATION

A separate list will be established for each location and used to fill vacancies in those locations. Names of successful competitors are merged into the list in order of final scores, regardless of eligibility dates. Eligibility expires 24 months after it is established.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All candidates must have membership in The State Bar of California. (Applicants must have *active* membership in The State Bar before they will be eligible for appointment.)
NOTE: APPLICANTS MUST SHOW THEIR CALIFORNIA STATE BAR MEMBERSHIP NUMBER AND THE DATE ADMITTED TO THE STATE BAR ON THEIR APPLICATION.

Experience applicable to one of the following patterns may be combined on a proportional basis with experience applicable to the other to meet the total experience requirement. Experience in California state service applied toward "Pattern II" must include the same number of years of qualifying experience as required in "Pattern I" performing the duties of a class comparable in type and level of responsibility to that described in "Pattern I".

Primary consideration will be given to experience in the practice of criminal law.

Either I

In the California state service, one year of experience performing legal duties* in a class comparable in level of responsibility to that of Legal Counsel, Range B.
(Applicants who have completed ten months of the required experience will be admitted to the examination but must complete one year of such experience before they will be eligible for appointment.)

Or II

Three years of experience in the practice of law* which shall have included the equivalent of at least two years of experience in any combination of: (1) practice before trial or appellate courts, or (2) research and writing opinions for appellate courts.

*"Experience in the practice of law" or "performing legal duties" is defined as only that experience acquired after admission to The Bar.

THE POSITION

A Deputy State Public Defender must have an interest in providing representation in capital appellate and post conviction cases. Unlike other public defender offices, this office does not do trial court criminal defense work. The primary mission of the Office of the State Public Defender is to represent indigent persons who have been convicted of capital offenses and are currently sentenced to death. Incumbents in this class are experienced attorneys capable of handling a wide variety of difficult legal work with increased independence and responsibility. Incumbents may act in a lead capacity reviewing the work of other attorneys.

Positions exist with the Office of the State Public Defender in Sacramento and San Francisco.

EXAMINATION INFORMATION

A candidate may be tested only once during any 24-month period.

PERFORMANCE TEST - WEIGHTED 100%

Scope: The entire exam will consist of an evaluation of the quality and breadth of experience shown on the State application and resume, as well as the quality and demonstrated expertise reflected in the candidate's writing sample.

All candidates are required to submit:

- a **State Application** for examination (STD 678)
- a **resume**
- a **writing sample**

All of these documents must be received in order to compete in the examination.

It is very important to read the following information with regards to the documents that are required to be submitted. Your total score will be determined by the information you submit. Half of the score (50%) will be determined from the application/resume and the other half (50%) will be determined from the writing sample.

(... scope of the exam is continued on the back side ...)

SEE REVERSE SIDE FOR MORE INFORMATION

EXAMINATION INFORMATION (continued...)

State Application and/or Resume must include the type of law practiced with each employer. If you practiced more than one type of law with an employer, please state the percentage of time spent in each area of law with that employer. Please break down your experience (and percentage of time) into the following areas of law practice: Capital appeals, non-capital homicide appeals, regular felony appeals, civil appeals, capital trials, non-capital homicide trials, felony trials, criminal writs, and civil trials (specify subject matter).

Writing Sample: Submit the most factually and legally complex brief or pleading that you have filed and in which you were the principal author. Other legal writing samples (i.e. academic or expository) will also be accepted.

The Deputy State Public Defender must have:

- A. Knowledge of:
- 1. Legal principles and their application to criminal cases and appellate proceedings.
 - 2. Scope and character of California statutory law and provisions of the California Constitution and the United States Constitution.
 - 3. Legal Research methods.

- 4. Rules of evidence and conduct of proceedings in trial and appellate courts of California and the United States.
- B. Ability to:
- 1. Prepare, present, and handle legal cases.
 - 2. Perform research and investigations.
 - 3. Analyze difficult and complex legal problems and apply legal principles and precedents to particular sets of facts.
 - 4. Present statements of fact, law, and argument clearly and logically in written and oral form.
 - 5. Analyze transcripts and judicial decisions.
 - 6. Handle difficult legal correspondence.
 - 7. Analyze situations accurately and adopt an effective course of action.

Failure to comply with these instructions will eliminate you from this examination.
To obtain a position on the eligible list, a minimum rating of 70% must be attained.

VETERANS PREFERENCE CREDIT will not be granted in this examination since it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

Applications are available at the State Personnel Board office or their web site (www.spb.ca.gov), local offices of the Employment Development Department and the Office of the State Public Defender.

For an examination without a written feature it is the candidate's responsibility to contact the Testing Unit in Sacramento, (916) 322-2676 six weeks after filing if he/she has not received a progress notice.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Office of the State Public Defender reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento and San Francisco. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire after a period of one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans Preference: California law limits the granting of veterans preference credits to entrance examinations.

OFFICE OF THE STATE PUBLIC DEFENDER

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Telephone: (916) 322-2676

California Relay (Telephone) Service for
the Deaf or Hearing Impaired:
From TDD Phones 1-800-735-2929
From Voice Phones 1-800-735-2922